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BOOK NUMBER

A275.2
Ex824pro

011847

3 PROGRAM DEVELOPMENT PROCESS*

PROGRAM DEVELOPMENT is a continuous and a cooperative process in which there is:

Involvement by the lay people	Assistance in all stages from
Problem identification by the lay people	and --County Extension Agents
Goal setting by the lay people	or --Specialists
	with --Supervisory Staff
Decision making by the lay people	--Other Professional Workers
Implementation by the lay people	

PROGRAM: A county Extension Service program is arrived at cooperatively by the local people and the extension staff and includes a statement of:

1. The situation in which the people are located
2. The problems that are a part of the local situation
3. The objectives and goals of the local people in relation to these problems
4. The recommendations or solutions to reach these objectives
 - On a long time basis (may be several years)
 - On a short time basis (may be one year or less)

PLAN OF WORK: This is a statement of the activities to be undertaken by an individual, agency, or group, within a definitely stated time, to carry out the recommendations indicated in the program. The plan of work indicates:

What is to be done	When it is to be done
Who is to do it	Who is to be served or reached
How it is to be done	How results might be measured



